

## Waitlist System

### ○ Concept

The automated waitlist system is used for courses that have reached maximum enrollment. Students who wish to enroll in such courses can choose to be added to a waitlist in the order of their attempt to register. As seats become available, students on the waitlist (starting from the first eligible person) will automatically be enrolled. Thus, similar to the previous first-come-first-served course registration system, it is important to register earlier than other students to be at the top of the waitlist.

### ○ Advantages

With the waitlist system it has become possible for students to register for a course that has reached maximum enrollment as seats become available, in the order of their position on the waitlist. As priority is given to students at the top of the waitlist, there is no longer a need for students at the bottom of the list to make futile attempts to enroll or wait in vain. All waitlists will end and be reset when the registration period per grade ends. Thus, even if a student was at the top of the list, they will need to reattempt during the next registration period (open to their grade level) if they were unable to be enrolled by that time.

### ○ How it Works

When a seat becomes available, the Ewha Womans University HOME app sends a push notification to the first eligible student on the waitlist to notify them of their enrollment in the course. The “enrolled in waitlisted course” notification is also shown on the course registration site (on the upper right side of the screen). Students can confirm their enrollment from the course registration site, and may also change or cancel their registration. It is important to note that students who re-register after having dropped their waitlisted course will be placed at the end of the waitlist.

### ○ Maximum Enrollment

Credits for both registered and waitlisted courses count towards the maximum credit possible for enrollment. Thus, it is important that students plan their course enrollment carefully and be diligent, for example, check their position on the waitlist before determining whether to drop the course or continue to wait.

### ○ When the System is Used

During the course registration period before the start of each semester (February/August)

## Delayed Cancellation System

### ○ Concept

With the delayed cancellation system, when a seat in a class that has reached maximum enrollment becomes available due to a cancellation, registration for that seat is not made available immediately but after a designated period of time. The main intent of this system is to prevent inappropriate actions such as selling seats for courses that have reached its authorized capacity. Registration for all available seats will be possible after a certain portion of the cancellation period has passed.

### ○ How it Works

Registration for seats that have become available due to cancellations will open for 30 minutes per hour between 9 am to 5 pm. Students who wish to enroll must check the number of available seats and attempt to register during the designated time frame. Students may register for courses using their wish list or the course search function from the course registration site. Students may also view information such as the total seats per class, number of seats available, registration start time for cancelled seats (for courses using the delayed cancellation system), etc, from their wish list or search details.

### ○ When the System is Used

During the course registration confirmation/change period (March/September) after the start of each semester and the summer/winter session registration period.